

## Flathead County Emergency Medical Services Administrative Board Meeting

---

Tuesday, August 10, 2021, 1:00 pm

Flathead County Emergency Operations Center

**Members Present:** James Brower, Ryan Pitts, Mary Granger, Amy Vanterpool on GoTo Meetings

**Others Present:** Alan Browne, Juanita Nelson, Jennifer Rau, Amy Beick, John Thomson, Linda Chambers, Dr. Briles, Sheriff Brian Heino, Kevin Box, Andrew Egstad

1. **Call to Order:** GRANGER called the meeting to order at 1:02:05 with a quorum present
2. **Roll Call** missing Jacob Pitcher
3. **Approval of Agenda** 1:02 BROWER moved to approve the agenda. PITTS second. Approved.
4. **Approval of Previous Minutes:** 1:02 41 February 11, 2020 and June 8, 2021  
PITTS moved to approve minutes from February 11, 2020. VANTERPOOL second. Approved.  
PITTS moved to approve minutes from June 8, 2021. BROWER second. Approved.
5. **Public Comment for Items Not Listed on Agenda** 1:04:17 John Thomson with Best Practice Medicine attended the meeting regarding contracts submitted for EMS training. Kevin Box and Andy Egstad with Best Practice Medicine came with him.
6. **Financial Report** 1:05 NELSON presented the financial report. It is not a true reflection of July financials as June expenses were included that need to be accrued back to Fiscal Year 2021. Final close out numbers for Fiscal Year 2021 will be available after the audit in October.
7. **EMS Advisory Committee Report** 1:05:58 BEICK presented the report. The Advisory committee met last week. Janet Tretheway presented info about the CARES program and the need for accurate reporting. The committee revisited BLS yellow calls. KFD will be the test for stacking yellow BLS calls. They are waiting till the end of month to start so they will be sure it is all set up and ready to go. BROWNE provided an EMS program manager report to the committee as well. Stacking BLS yellow calls was discussed in the Board meeting. Concern was raised about how stacking calls would work in relation to mutual aid and higher levels of calls. Testing of the system was suggested.
8. **EMS Program Manager Report** 1:13:45 BROWNE presented the report.  
He has been working on a PHTLS course and BLS trauma course with Dr. BRILES. He is working to get CPR calls reported for CARES. CARES reporting was discussed and if it could be linked to Image Trend. BROWNE would like to get some board members together for a work group for the Refusal policy and the MCI policy. BROWER agreed to be on the MCI work group. It was suggested to wait until January or February for the Refusal policy as many people are busy right now. Dr. BRILES is willing to sit in on the Refusal policy and will review it. It was requested to make the MCI policy simpler so it would be workable in the field. BROWNE is still waiting on one MOU for 2021-2022 to be returned, the rest are being signed by the Commissioners on Thursday. All distributions have been made for the past 6 months.
9. **EMS Medical Director Report** 1:22 Dr. BRILES presented the report. He has been collecting data for QA/ QI. He is concerned about some challenges he sees with the County system. Demand for EMS is going up and the County will need more capacity. He encouraged the Board to start thinking of what they will do if the system can't meet demands or capacity. Discussion ensued included what would happen if an agency left the system, contracting out to increase capacity, and having one system. Dr. BRILES can't currently aggressively do a QA/QI with agencies as he could fracture relationships and units could pull out. Dr. BRILES intends to keep working to make the system better and keep it together.
10. **Approval of Dr. Briles contract for 2021-2022** 1:32:00 BROWNE worked with the County Attorney on the contract. Some changes for the new contract include a 5.2 % raise and defining how often the Medical

Director ensures the DEA process is solid in each agency. Dr. Briles will submit a written report for meetings if he is not able to be present. PITTS moved to approve the Medical Director contract with Dr. Briles for 2021-2022. BROWER second. Discussion. Approved.

11. **Lifepak 15** 1:34:46 BROWER presented this line item. Jordan Owen had given SWAT the Lifepak 15 for long term use. BROWER felt this was intended to be used for training and should continue to be used that way. Lifepak 15 could be used for PHTLS. The Board agreed to have BROWNE transfer the Lifepak 12 to SWAT using the County policy for transfer of goods. This would allow SWAT medics to provide care in the field if an agency is not nearby. SWAT would be responsible for upkeep and liability.
12. **Combat First Aid Update** 1:40:35 The EMS participants were estimated to be over 25 EMTs and PARA. There is not a final number yet as they are still in the course. The Board originally had agreed to sponsor 30 students and pay for a third of the course.
13. **Discussion-EMS Levy Payment definition of a call** 1:41:28 BROWER presented this line item. The main issue discussed was that of standby events and run cards. If an agency is being paid at a standby event, they shouldn't be paid by the levy for a non-transport patient contact as well. If a transport is needed from a standby event, then that is different. Discussion followed including how to track these incidents, and how to educate and train agencies. It was decided to amend the policy and add it to the agenda for the next board meeting.
14. **EMS education bids from BPM and Vitalogy** 1:50:23  
BROWNE has received bids from both Best Practice Medicine and Vitalogy. THOMSON presented the bid info for Best Practice Medicine. The Refresher bid is for 4 sessions purchased and pd for by the county. Dr. BRILES and the board can have some influence in adding things into the refresher that they would like to see included. PALS and ACLS classes are 2 sessions each at \$100 per student with a class size of 6 per course. Additional classes are available. These cannot be done on an individual basis as they use a team approach. These are all just skills testing, done after the student completes heart code on their own. A session will still cost \$600 regardless of how many students show up. Discussion followed. Topics included making sure there were enough classes to cover the needs of EMS personnel, paying for volunteer vs paid department personnel, using other companies to meet educational needs not met by these contracts, and advertising these classes. BROWER moved to accept Best Practice Medicine bids for ACLS, PALS, and Refreshers and to allow BROWNE to use other companies at his discretion for other educational needs. PITTS second. Discussion. PITTS recommended adding language to class registration information that students will be responsible for the cost of the class if they don't show up. The Board requested having the same language added to this motion as was used at the January 12, 2021 Board meeting in regards to the ability for the EMS Program Manager to spend education dollars.  
"Dr. Miller declared henceforth if a line item has been approved in the budget then the EMS Program Manager has the permission to spend it." -January 12, 2021 EMS Adm. Board Minutes  
The final motion is to accept the Best Practice Medicine bids for ACLS, PALS, and Refreshers. If a line item has been approved in the budget, then the EMS Program Manager has the permission to spend it.  
Motion passed. Brodie Verworn with Vitalogy was invited to this meeting.
15. **Future Agenda Items** 2:12 GRANGER requested to add the policy regarding stipends. BROWER requested adding call for service types, to review the policy and make adjustments.
16. **Board Member Comments** 2:13 BROWER acknowledged BROWNE did a good job helping when 383 went down. GRANGER appreciated the effort BROWNE is doing to provide education.
17. **Future Meeting Date:** November 9<sup>th</sup>, 2021
18. **Adjournment** 2:15:06 meeting adjourned.

Minutes Submitted by Jennifer Rau OES Office Coordinator